

## CHAPTER 9. SELECTED PRACTICES

### SECTION 1. RE-EXAMINATION OF AIRMEN UNDER SECTION 609

**653. BACKGROUND.** Section 609 of the Federal Aviation Act of 1958 (FA Act) authorizes the FAA Administrator to re-examine any airman at any time for the purpose of determining if that airman is competent to maintain the privileges of the airman's existing certificate. Such re-examinations, commonly termed "609 actions," are not normally conducted unless an event occurs that calls into question the airman's competency. The event may have been an accident or an incident, or it may have occurred during a surveillance by the inspector. A 609 action is not punitive and is not intended to determine guilt or innocence; rather, it is conducted only for the purpose of resolving questions about an airman's competency. Detailed information on the enforcement aspects of re-examinations conducted under section 609 is found in FAA Order 2150.3, "Compliance and Enforcement Program."

**655. GENERAL.** This section contains direction and guidance to be used by inspectors when re-examining airmen for questions of competence noted during operations conducted under Part 121 and Part 135. Specifically, this section contains information concerning the following:

- The basis for a re-examination
- Inspector authority to prohibit operation of an aircraft
- Notification of other FAA officials
- Procedures for initiating a re-examination
- Procedures for handling various responses to a notification for a re-examination
- Procedures for conducting a re-examination
- Procedures for handling the results of a re-examination

**657. BASIS FOR A RE-EXAMINATION.** An inspector's decision to conduct a re-examination of an airman's

competence must always be based on probable cause. This probable cause must be developed from facts and circumstances surrounding an event and must indicate clear evidence of incompetence. The airman's failure on a required proficiency or competency check, or even repeated failures on a check, does not by itself constitute probable cause for a re-examination. For example, if during the routine surveillance of a flight check of a pilot conducted by an operator's check airman, the pilot fails to perform a particular maneuver to the standards of the pilot's airman certificate, the check airman may stop the check, instruct the pilot, and then resume the check. This may happen more than once with one pilot, and does not indicate a lack of competence. In this case, the inspector should not initiate a request for re-examination. A re-examination would be initiated, however, if during an en route inspection, the inspector notes that a pilot performs in such a way that would call into question the safe completion of that or any subsequent flight. In such a case, the inspector should follow the guidance of this section to prevent the pilot from continuing to act as a required flight crewmember until the question of the pilot's competence has been resolved.

**659. INSPECTOR AUTHORITY TO PROHIBIT THE OPERATION OF AIRCRAFT.** If the inspector observes pilot incompetence during the airborne portion of an en route inspection, the inspector's inflight options are limited. Caution must be exercised on the part of the inspector as any derogatory comment could exacerbate the situation, resulting in a greater hazard to safety. The inspector should use discretion and try to determine what action, if any, on the inspector's part, would facilitate a safe completion of the flight. When the situation allows, the inspector shall advise the pilot that the pilot's competency is in question. The inspector shall further request that the airman voluntarily refrain from further flight until the question of competence has been resolved.

A. If the airman agrees to refrain from further flight, the inspector shall follow the procedures of this section and FAA Order 2150.3 when arranging and conducting the re-examination.

**NOTE: The FAA has full authority over the safety certification of air carrier operations. The FAA may also issue orders orally or in writing, as deemed necessary, to carry out FAA powers and duties under the FA Act. This includes the authority to make such orders immediately effective without notice, in order to meet any emergency requiring immediate action in the interest of safety in air commerce.**

B. If the airman whose competence is in question does not agree to refrain from further flight, the inspector shall, as soon as possible upon landing, contact an appropriate management official of the operator by telephone. The inspector shall inform the operator's management official of the following:

- All pertinent information to show probable cause that the pilot's competence is in question
- The steps that the inspector intends to pursue based on the information
- A request that the operator assist the FAA in its investigation and take immediate action to ensure that the pilot does not serve on any further flights pending the outcome of the re-examination
- A reminder to the official that the FAA has the authority to prohibit, when warranted in the interest of aviation safety, the operation of the aircraft in the event that the operator fails to take action on its own

#### **661. NOTIFICATION OF OTHER FAA OFFICIALS.**

The inspector shall immediately notify his or her supervisor and the certificate management unit or office that holds the operator's certificate. This notification shall be by the most expeditious means possible, and must include the information in previous paragraph 659A, as well as the action the inspector intends to pursue. Usually, this notification is through the FAA Regional Operations Center in the field; however, in the interest of public safety, the inspector is authorized to directly contact the Washington Headquarters Operations Center at (202) 863-5100, if necessary. If the inspector does not receive a response from the operator that satisfactorily resolves the inspector's safety concerns, the inspector shall notify the management of Flight Standards according to the inspector's own chain-of-command, who in turn shall notify

the office of Assistant Chief Counsel in the region. The inspector shall elevate the notification to the highest FAA management official (up to and including the Administrator), as necessary, to contact the operator's management and to address the FAA's concern for flight safety.

**663. PROCEDURES FOR INITIATING A RE-EXAMINATION.** The inspector may determine that a re-examination is necessary due to any of the following circumstances: after having examined reliable reports involving the airman; after having obtained evidence about the airman through an accident, incident, or enforcement investigation; or, based upon personal knowledge of an occurrence in which the airman's competence is the probable cause of the occurrence. After the inspector has determined that there is a sufficient basis for conducting a re-examination of an airman under section 609 of the FA Act, the inspector shall initiate the following procedures:

*A. Notification to Airman of Re-Examination.* The inspector shall notify the airman by letter that a re-examination is necessary (see figure 5.9.1.1.). The inspector must send the letter of notification by certified mail with a return receipt. The inspector should ensure that the letter contains the following specific information for the airman:

- The specific reasons for the re-examination, such as an accident, incident, or occurrence
- The identification of the certificate or ratings for which the re-examination is to be conducted, with appropriate emphasis items
- The appropriate category, class, and type of aircraft or simulator required for the re-examination
- Who the airman is to contact in response to the notification letter
- A time limit of 10 days upon receipt of the letter for responding to the notification letter

**NOTE: If the re-examination is a result of an occurrence involving operations conducted under Part 121 or Part 135, the inspector shall send a copy of the letter to the operator and to the operator's principal operations inspector (POI). Additionally, for those situations involving critical safety issues, the POI should be**

**consulted immediately so that the POI can coordinate with the operator regarding the removal of the airman in question from flight status.**

*B. Scheduling the Re-Examination.* When scheduling the airman's appointment for the re-examination, and when arranging the location of the re-examination, the inspector should take into account both the airman's convenience and other relevant factors, such as simulator or aircraft availability. The inspector should also allow the airman enough time to prepare for the re-examination. A normal preparation period would be within 10 days after the airman's receipt of the letter of notification. The inspector may make exceptions to this general rule and should be as accommodating as is practical. The inspector may not allow the airman to postpone the re-examination indefinitely.

**665. PROCEDURES FOR HANDLING VARIOUS RESPONSES TO NOTIFICATION FOR RE-EXAMINATION.** Inspectors should be aware that several types of airman responses may result from sending notification of a re-examination. Inspectors must handle any response with tact and should coordinate closely with the POI and the Regional Counsel, whenever necessary. Some of the varied airman responses are as follows, along with appropriate direction and guidance to be used by inspectors:

*A. Airman Submits to Re-Examination.* The airman may respond positively and promptly to the letter of notification for a re-examination. In this case, an appropriately qualified inspector shall conduct the inspection at a mutually acceptable time and place. This date should be set at a reasonable and practical time for all involved.

*B. Airman Schedules Appointment at a Date Later Than the Specified Limit.* The airman may request an appointment for re-examination after the time limit contained in the letter of notification. In this case, the inspector may request that the airman temporarily deposit the airman certificate at the district office. The airman must be informed in the presence of a third person, however, that the airman is not required to deposit the airman certificate with the district office or to sign any statement. This procedure should also be used in the case of an airman convalescing from an accident or illness, or in the case of a person having the aircraft repaired that is to be used for the re-examination flight check.

**NOTE: The temporary deposit of the airman's certificate shall never be used to resolve a violation of the FAR's.**

(1) An FAA Form 8060-4, "Temporary Airman Certificate," with the original certificate number affixed, may be issued to the airman to allow for instruction and practice in preparation for the re-examination (see figure 5.9.1.2.). In this case, "passenger-carrying prohibited" or other appropriate limitations should be included on the certificate. For example, if instrument competency is questioned, the temporary airman certificate should not contain the instrument rating. There is never a case in which a student pilot certificate should be issued. The temporary airman certificate issued and the letter of temporary deposit (see figure 5.9.1.6.) must have the same expiration date.

(2) If the airman has not completed the re-examination at the end of the expiration date due to circumstances beyond the reasonable control of the inspector, the inspector may issue a new temporary airman certificate for an additional period not to exceed 30 days. This action may be taken provided the airman agrees to such action and submits a new letter of temporary deposit to the district office with the appropriate expiration date as described above. If, at the end of this 30-day period, the airman has either not successfully completed the re-examination test, failed to appear, or has not made other acceptable arrangements, immediate legal enforcement action shall be taken to suspend the permanent airman certificate or rating in question until the airman has demonstrated competency to hold that airman certificate. Regional Counsel shall be consulted on disposition of the airman certificate on temporary deposit before its return to the airman.

*C. Airman Voluntarily Surrenders, Downgrades, or Cancels Certificate or Rating.* The airman may volunteer to surrender the certificate or rating for cancellation. An airman's application for the voluntary surrender or downgrading of a pilot certificate or for the cancellation of a rating may be accepted by an inspector only in accordance with FAR 61.27.

(1) *Written Request.* A certificate or rating shall not be accepted for surrender or downgrading unless the applicant submits a request in writing and fully understands that the reinstatement of the certificate or rating may be accomplished only by successful completion of all required written and practical tests for that certificate or rating. The

airman's letter for the surrender of the certificate must meet the following criteria:

- Contain a clear explanation of the incident or event and the airman's involvement
- Contain a statement that the airman has been apprised of legal rights and understands the voluntary nature of the surrender in view of these rights
- Must not be conditional and shall be patterned after figure 5.9.1.7.

(2) *Legal Understanding of Voluntary.* Not only must the surrender of the airman certificate be voluntary, it must also be documented as such. The inspector must clearly understand that absolutely no FAA coercion is to be used. For example, if an FAA inspector during an investigation told an airman that the airman had violated a FAR, and then the inspector accepted the airman's certificate for surrender, the action would not appear to be voluntary. In a legal enforcement case, FAA inspectors have neither the authority nor the responsibility to make such a statement of violation, as such a statement is solely a function of the Regional Counsel.

(3) *Procedures.* When an airman elects to surrender an airman certificate as stated in previous subparagraph (1), the inspector may accept the certificate, along with a letter of surrender, in lieu of a re-examination (see figure 5.9.1.8.) signed by the airman. The inspector shall forward the signed letter of surrender, the airman's permanent certificate, a copy of any temporary certificate previously issued in exchange for a permanent certificate on temporary deposit, and a completed application for the issuance of a modified certificate (FAA Form 8710-1), to the Airmen Certification Branch, AVN-460, for cancellation. The inspector shall also forward a copy of the completed file to the regional flight standards division (RFSD) for review.

D. *Airman Refuses to Submit to Re-Examination.* If the airman either fails to submit to a re-examination within the time limit stated (excluding unforeseen problems such as weather or mechanical problems), or, if the airman demonstrates an unwillingness to submit to a re-examination, the inspector shall initiate an emergency enforcement action to suspend the airman's certificate. Inspectors shall

use the following guidance and chapter 8 in FAA Order 2150.3, "Compliance and Enforcement Program," for the procedures to follow in such cases:

(1) *Assembling Enforcement Investigation Report.* The inspector shall send the full report, citing section 609 of the FA Act, to the Regional Counsel, through the RFSD, with the following attachments:

- Documentation supporting the need for the airman's re-examination
- A copy of the original notification letter sent to the airman
- Evidence of the effort made by the inspector to obtain a voluntary re-examination of the airman

(2) *Regional Counsel Action.* When necessary in the interest of aviation safety, inspectors should request that the Regional Counsel issue an emergency order of suspension and an appropriate certificate stop order to suspend the airman's certificate or ratings until the airman submits to the re-examination.

**667. PROCEDURES FOR CONDUCTING A RE-EXAMINATION.** Inspectors shall use the following direction and guidance when conducting the re-examination of an airman:

A. *Inspector Qualification.* An inspector conducting a re-examination test must hold at least the same grade of certificate, with appropriate category, class, and type rating as the one for which the airman is being tested. For flight engineer re-examinations, the inspector must be flight engineer-qualified for the aircraft in which the airman is being tested. For re-examinations involving airmen other than flight crewmembers, the inspector shall hold a certificate at least equal to the airman's certificate in question. Designated examiners or check airmen are not authorized to administer section 609 re-examinations.

**NOTE: For those aircraft for which the FAA does not maintain a qualified inspector, the regional division manager shall assign the best qualified inspector to accomplish the re-examination.**

B. *References.* Inspectors shall conduct the re-examination of an airman according to the appropriate practical test

standard, the FAR for the certificate or rating involved, and as established in the relevant chapter of this volume.

*C. Application.* Inspectors shall use FAA Form 8400-3, "Application for Airman Certificate and/or Rating" for non-pilots or FAA Form 8710-1, "Airman Certificate and/or Rating Application" when administering a re-examination test for pilots.

*D. Extent of Re-Examination.* Inspectors conducting the re-examination should refer to the airman's letter of notification to ensure that all areas specified in the airman's letter are included in the re-examination. Before the re-examination begins, the inspector shall discuss any areas of special emphasis with the airman and resolve any questions or concerns the airman may have. The airman should also be informed that the re-examination is not necessarily limited to the special emphasis items.

*E. Re-Examination of Airman's Knowledge.* The re-examination of an airman's aeronautical knowledge should be conducted using an oral or written test developed by the inspector.

*F. Use of Simulators.* If the airman's qualifications can be evaluated in a simulator, inspectors may conduct the test in a simulator.

*G. Re-Examination of an Airman Following Airspace Violations.* If the re-examination is being conducted as a result of a terminal control area (TCA) or airport radar service area (ARSA) incursion, the inspector should consider using Action Notice 8080.62, "Aviation Remedial Action Written Test Book for Airspace Violations," to determine the airman's qualification.

**669. RE-EXAMINATION RESULTS.** An airman either satisfactorily completes a re-examination or fails it. There is no other status for the completion of a re-examination. Upon completion of the re-examination, the inspector shall immediately debrief the airman concerning the re-examination results. Inspectors should use the following direction and guidance, as applicable:

*A. Airman Has Satisfactorily Completed the Re-Examination.* If the airman's re-examination was satisfactorily completed, and the airman's certificate was previously suspended pending the re-examination test results, the

inspector shall issue a letter of results to the airman (see figure 5.9.1.3.). The appropriate district office shall forward a copy of the letter of results to the Regional Counsel which is responsible for taking the necessary actions to terminate the suspension. If the airman must use the certificate immediately, the Regional Counsel may authorize the inspector to issue a temporary certificate bearing the same ratings and limitations as the original certificate. If the airman certificate was not previously suspended pending the results of the re-examination test, the inspector shall issue the airman a letter of results (see figure 5.9.1.3.), and the airman may then continue to exercise the privileges of the certificate and ratings. If the airman certificate was on temporary deposit, the inspector shall return it to the airman.

*B. Airman Has Not Satisfactorily Completed the Re-Examination.* The airman must be informed in detail of each deficiency. Additionally, if the airman's certificate had been temporarily deposited at the district office and the temporary deposit term is nearing expiration, a decision must be made as to whether to initiate enforcement proceedings to suspend the certificate or to extend the temporary deposit for a period of time not to exceed 30 days.

(1) If, in the opinion of the inspector, the airman could successfully complete another re-examination after obtaining additional instruction, every effort must be made to encourage the airman to do so. In this case, the guidance on voluntary temporary deposit of the airman's certificate shall be followed.

(2) If the inspector does not feel that the airman would benefit from additional instruction, the inspector shall follow the previous guidance on initiating legal enforcement action.

*C. Completion of Inspector's Report.* The inspector must complete the inspector's report section on the front side of FAA Form 8400-3, "Application for Airman Certificate and/or Rating" (see figure 5.9.1.4.) or on the reverse side of FAA Form 8710.1, "Airman Certificate and/or Rating Application" (see figure 5.9.1.5.), as applicable. The inspector shall mark either "Approved" or "Disapproved" on the application, as appropriate, to indicate the re-examination results. If appropriate, the inspector shall delete, "Temporary certificate issued" or, "Disapproval notice issued" on the form. The inspector shall attach all required documents,

make additional copies for the Regional Counsel, and send the completed file to the Airmen Certification Branch, AVN-460. The inspector shall also issue a letter of results

to the airman, and may issue a temporary airman certificate when necessary.

**670. - 680. RESERVED.**

**FIGURE 5.9.1.1.  
LETTER OF NOTIFICATION TO AN AIRMAN  
FOR A RE-EXAMINATION**

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FAA Letterhead

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

Date

Airman's Name and Address

Dear \_\_\_\_:

Investigation of [the accident, incident, occurrence, or other event that led to the re-examination], that occurred on [date], gives reason to believe that your competence as an airman is in question and that a re-examination is necessary as authorized under section 609 of the Federal Aviation Act of 1958 to determine your qualification to hold a [grade of pilot certificate, flight engineer, aircraft dispatcher, etc.] certificate.

We request that you appear at, or telephone, this office no later than 10 calendar days from the receipt of this letter to schedule and accomplish the re-examination. The re-examination will consist of appropriate [grade of certificate or rating] practical test maneuvers with emphasis on [include any special emphasis items].

If you elect to take the re-examination at another Flight Standards District Office or Certificate Management Office, please advise us by completing and returning the enclosed notification form in the self-addressed envelope which is enclosed for your convenience.

If you do not accept this opportunity for re-examination by the date indicated above, it will be necessary for us to start emergency proceedings to suspend your airman certificate unless other arrangements are made. A reasonably later date may be arranged when required by circumstances beyond your control.

Inspector [Name of inspector] is available to discuss this matter with you and provide any information that might assist you.

Signed by Inspector Making Report

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District Office Address

Dear Inspector \_\_\_\_:

I have an appointment with [name] Flight Standards District Office for re-examination at [time] on [date].

Signed by airman

**FIGURE 5.9.1.2.**  
**FAA FORM 8060-4, "TEMPORARY AIRMAN CERTIFICATE"**

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION - FEDERAL AVIATION ADMINISTRATION ii. <b>TEMPORARY AIRMAN CERTIFICATE</b>						III. CERTIFICATE NO.	
THIS CERTIFIES THAT IV. V.							
DATE OF BIRTH		HEIGHT	WEIGHT	HAIR	EYES	SEX	NATIONALITY VI.
IN.							
X. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of							
RATINGS AND LIMITATIONS XII.							
XIII.							
THIS IS <input type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE						DATE OF SUPERSEDED AIRMAN CERTIFICATE	
BY DIRECTION OF THE ADMINISTRATOR						EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.	
X. DATE OF ISSUANCE			X. SIGNATURE OF EXAMINER OR INSPECTOR			DATE DESIGNATION EXPIRES	
vii. AIRMAN'S SIGNATURE							
FAA Form 8060-4 (8-79) USE PREVIOUS EDITION							



**FIGURE 5.9.1.3.  
LETTER OF NOTIFICATION TO AN AIRMAN  
FOR A RE-EXAMINATION**

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**FAA Letterhead**

**Date**

**Airman's Name and Address**

**Dear \_\_\_\_\_:**

This letter is to inform you that a re-examination of your competence to exercise the privileges of [type of certificate or rating] conducted on [date] at [location] was satisfactory.

(If enforcement action was pending or the airman certificate was suspended pending re-examination, inform the airman the a copy of this letter is being forwarded to Regional Counsel.)


The results of this re-examination are a matter of record and will be forwarded to the Airmen Certification Branch, AVN-460, in Oklahoma City, Oklahoma.

**Signed by the Inspector Conducting the Test**

**FIGURE 5.9.1.4.**  
**FAA FORM 8400-3**  
**“APPLICATION FOR AN AIRMAN CERTIFICATE AND/OR RATING”**  
**(FRONT ONLY)**

Form Approved  
OMB No. 2120-0007

# Application For An Airman Certificate and/or Rating

  
U.S. Department of Transportation  
Federal Aviation Administration

<input type="checkbox"/> Flight Engineer	<input type="checkbox"/> Flight Navigator	<input type="checkbox"/> Aircraft Dispatcher
<input type="checkbox"/> Reciprocating Engine Powered	<input type="checkbox"/> Control Tower Operator	<input type="checkbox"/> Reissuance of Certificate
<input type="checkbox"/> Turbopropeller Powered	<input type="checkbox"/> VFR Tower Rating	<input type="checkbox"/> Additional Rating
<input type="checkbox"/> Turbojet Powered	<input type="checkbox"/> Non-Radar Approach Control Tower Rating	

1. TYPE OF AIRCRAFT TO BE USED

2. TIME IN THIS AIRCRAFT

3. NAME OF EMPLOYER

## 4. Applicant Identification

A. NAME (First-Middle-Last)

K. PERMANENT MAILING ADDRESS (include Zip Code)

B. SOCIAL SECURITY NO.

C. DATE OF BIRTH

D. HEIGHT

E. WEIGHT

F. HAIR

G. EYES

H. SEX

I. NATIONALITY

J. PLACE OF BIRTH

TELEPHONE NO.

## 5. Certificates Held by Applicant

A. <input type="checkbox"/> Pilot	B. <input type="checkbox"/> Flight Navigator	E. <input type="checkbox"/> Ground Instructor
<input type="checkbox"/> Airline Transport	<input type="checkbox"/> Control Tower Operator	F. <input type="checkbox"/> Aircraft Dispatcher
<input type="checkbox"/> Commercial	D. <input type="checkbox"/> Flight Engineer	G. <input type="checkbox"/> Mechanic
<input type="checkbox"/> Private		

6. Applicant's Certification I certify that I meet all pertinent requirements of the Regulations for the certificate or rating applied for

Date

Applicant's Signature

## Instructor's Recommendation

A. ☐ Oral Test

C. ☐ Practical Test

7. I consider the above applicant ready to take the test for which he/she is applying:

B. ☐ Flight Test

or

Aircraft Dispatcher Only

D. Date

Instructor's Signature

Instructor's Certificate No.  
And Expiration Date

Grade and Certificate No.

E. Date

Instructor's Signature

Instructor's Certificate No.  
And Expiration Date

Grade and Certificate No.

## 8. Evaluation Record

	Inspector	Examiner	Signature	Date
Oral				
Practical Test Aircraft Dispatcher				
Practical Test Control Tower Operator				
Simulator Check				
Aircraft Flight Check				

## 9. Inspector's Record

☐ Temporary Airman Certificate Issued

☐ Notice of Disapproval of Application Issued

☐ Examiner's Action Accepted

DATE

INSPECTOR'S SIGNATURE

FAA OFFICE

CP REG OFFICE COM/ISS ACT EMP TRNG/MT DIS CLASS SEX RATING STATE COUNTY

☐ Do Not Micro  
☐ Special Mailing  
☐ Airmail

☐ IFO Mailing  
☐ Correspondence

**FIGURE 5.9.1.5.**  
**FAA FORM 8710-1**  
**"AIRMAN CERTIFICATE AND/OR RATING APPLICATION"**  
**(REVERSE SIDE) INSPECTOR'S REPORT**

<b>Instructor's Recommendation</b>				
I have personally instructed the applicant and consider this person ready to take the test.				
Date	Instructor's Signature	Certificate No.	Certificate Expires	
<b>Air Agency's Recommendation</b>				
The applicant has successfully completed our _____ course, and is recommended for certification or rating without further _____ test.				
Date	Agency Name and Number	Official's Signature		
		Title		
<b>Designated Examiner's Report</b>				
<input type="checkbox"/> Student Pilot Certificate Issued (Copy attached) <input type="checkbox"/> I have personally reviewed this applicant's pilot logbook, and certify that the individual meets the pertinent requirements of FAR 61 for the pilot certificate or rating sought. <input type="checkbox"/> I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate. <input type="checkbox"/> I have personally tested this applicant in accordance with pertinent procedures and standards, with the result indicated below. <div style="margin-left: 40px;"> <input type="checkbox"/> Approved—Temporary Certificate Issued (Copy Attached)  <input type="checkbox"/> Disapproved—Disapproval Notice Issued (Copy Attached)         </div>				
Location of Test (Facility, City, State)		Duration of Test		
		Ground      Flight		
Certificate or Rating for Which Tested		Type(s) of Aircraft Used	Registration No.(s)	
Date	Examiner's Signature	Certificate No.	Designation No.	Designation Expires
<b>Evaluator's Record For Airline Transport Certificate/Rating Only</b>				
Oral	Inspector <input type="checkbox"/>	Examiner <input type="checkbox"/>	Signature _____	Date _____
Simulator Check	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
Aircraft Flight Check	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
<b>Inspector's Report</b>				
I have personally tested this applicant in accordance with pertinent procedures and standards, with the result indicated below. <input type="checkbox"/> Approved—Temporary Certificate Issued <input type="checkbox"/> Disapproved—Disapproval Notice Issued				
Location of Test (Facility, City, State)		Duration of Test		
		Ground      Flight		
Certificate or Rating for Which Tested		Type(s) of Aircraft Used	Registration No.(s)	
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> Student Pilot Certificate issued  <input type="checkbox"/> Examiner's Recommendation  <div style="margin-left: 20px;"><input type="checkbox"/> ACCEPTED   <input type="checkbox"/> REJECTED</div> <input type="checkbox"/> Examiner Recommends Retesting  <input type="checkbox"/> Reissue or Exchange of Pilot Certificate  <input type="checkbox"/> Special medical test conducted—report forwarded to Aeromedical Certification Branch, AAM-130             </div> <div style="width: 30%;"> <input type="checkbox"/> Certificate or Rating Based on  <input type="checkbox"/> Military Competence  <input type="checkbox"/> Foreign License  <input type="checkbox"/> Approved Course Graduate  <input type="checkbox"/> Issued  <input type="checkbox"/> Denied             </div> <div style="width: 20%;"> <input type="checkbox"/> Instructor   <input type="checkbox"/> Flight   <input type="checkbox"/> Ground  <input type="checkbox"/> Renewal      <input type="checkbox"/> Approved  <input type="checkbox"/> Reinstatement   <input type="checkbox"/> Disapproved  <b>Instructor Renewal Based on</b>  <input type="checkbox"/> Activity      <input type="checkbox"/> Training Course  <input type="checkbox"/> Acquaintance   <input type="checkbox"/> Test             </div> </div>				
Training Course (FIRC) Name		Graduation Certificate No.	Date	
Date	Inspector's Signature	FAA District Office		
<b>Attachments:</b>				
<div style="display: flex; justify-content: space-between;"> <div style="width: 60%;"> <input type="checkbox"/> Student Pilot Certificate (copy)  <input type="checkbox"/> Report of Written Examination  <input type="checkbox"/> Temporary Pilot Certificate (copy)             </div> <div style="width: 35%;"> <input type="checkbox"/> Airmans Identification (ID)  <div style="margin-left: 20px;">Form of ID _____</div> <div style="margin-left: 20px;">Number _____</div> <div style="margin-left: 20px;">Expiration Date _____</div> </div> <div style="width: 5%;"> <input type="checkbox"/> Notice of Disapproval  <input type="checkbox"/> Superseded Pilot Certificate  <input type="checkbox"/> Answer Sheet Graded  <input type="checkbox"/> Answer Sheet Graded (Foreign Instrument)             </div> </div>				

**FIGURE 5.9.1.6.  
LETTER OF TEMPORARY DEPOSIT**

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**Date**

As a result of the occurrence at (place or brief description of event) on (date), I hereby voluntarily surrender my (pilot, flight engineer, aircraft dispatcher, etc) certificate number \_\_\_\_\_ for temporary deposit in the (name of FSDO or CMO) of the Federal Aviation Administration until (expiration date).

I understand that, if by that date, I have not demonstrated the airman competence required to hold that certificate or rating, or I have received an extension of time within which to complete the re-examination, legal enforcement action will be taken to suspend the privileges of my certificate or rating until I demonstrate the competence prescribed in the Federal Aviation Regulations for its original issuance.

**Signature**

\_\_\_\_\_

**Printed Name**

\_\_\_\_\_

**Address**

\_\_\_\_\_

**FIGURE 5.9.1.7.**  
**LETTER OF SURRENDER (PENDING ENFORCEMENT ACTION)**

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Date

As a result of the occurrence at \_\_\_\_\_ on \_\_\_\_\_, (the airman must explain in full, and in his or her own language, the occurrence and his or her involvement) I hereby voluntarily surrender my pilot certificate number 123456 for whatever action the Federal Aviation Administration may deem necessary. My rights to be heard as to why my certificate should not be amended, suspended, or revoked have been fully explained to me and are hereby waived.

Signature

\_\_\_\_\_

Printed Name

\_\_\_\_\_

Address

\_\_\_\_\_

**FIGURE 5.9.1.8.**  
**LETTER OF SURRENDER IN LIEU OF RE-EXAMINATION**

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**Date**

I hereby voluntarily surrender my (type of airman certificate or rating) number (XXXXXXXXXX) to the Federal Aviation Administration for cancellation.

I understand that this constitutes unequivocal abandonment of the certificate and that another FAA certificate or rating may be reissued to me only upon successful completion of all written and practical tests prescribed for its issue by the Federal Aviation Regulations.

**Signature**

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**Printed Name**

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**Address**

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